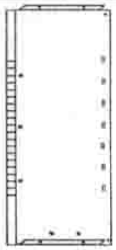
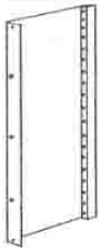
RTA Series Storage Cabinets

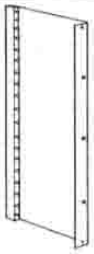
MODEL NUMBERS

RTA6600 - RTA7000
RTA7001 - RTA7005

Right Hand Back


Left Hand Back


Right Hand Side


Left Hand Side

Top

Bottom

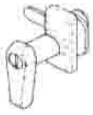
Shelves

Right Hand Door

Left Hand Door

Shelf Clips

10 - 24 x 3/8" Screws / Nuts


Handle

Door Rods

Required Tools

- 3/8" Socket or Nut Driver
- Small Regular (blade) Screwdriver
- Small Tipped Screwdriver for Hole Aligning, & Tab Opening Assistance

Safety Instructions

Use caution when handling and assembling metal parts. The metal may have sharp edges or corners. Use of protective gloves is recommended. Do not use this unit for anything that is outside the designed function of storage. Do not store loose or heavy items on the top shelves or on the top of the unit, for they create a falling hazard that can injure yourself or others. Always remember to use proper lifting techniques when moving either the boxed or assembled unit.

General Instructions

It is recommended that cabinets are assembled by more than one person. Use of a flat raised surface is highly recommended. During shipping and handling, some of the tabs that are used for assembly may have closed together. Use a flat tipped screwdriver to either pry up or push from behind the tab to re-open. To assure the squareness of the unit, do not fully tighten the nuts and screws used in the assembly until all are in place. After all nuts and screws are in place, square the unit and tighten all nuts and screws appropriately. Make sure that the unit is placed on a level surface as this may effect the performance of the unit.

Parts List & Product Specification

RTA6600: 3 shelf unit - 66"h x 15"d x 36" w			RTA7000: 4 shelf unit - 72"h x 18"d x 36" w			RTA7001: 2 shelf unit - 42"h x 18"d x 36" w			RTA7005: 4 shelf unit - 72"h x 24"d x 36" w		
Description	Part Number	Quantity	Description	Part Number	Quantity	Description	Part Number	Quantity	Description	Part Number	Quantity
Back Right Hand	OCBK6615R	1	Back Right Hand	OCBK7218R	1	Back Right Hand	OCBK4218R	1	Back Right Hand	OCBK7218R	1
Back Left Hand	OCBK6615L	1	Back Left Hand	OCBK7218L	1	Back Left Hand	OCBK4218L	1	Back Left Hand	OCBK7218L	1
Side Right Hand	OCSD6519R	1	Side Right Hand	OCSD7122R	1	Side Right Hand	OCSD4122R	1	Side Right Hand	OCSD7218R	1
Side Left Hand	OCSD6519L	1	Side Left Hand	OCSD7122L	1	Side Left Hand	OCSD4122L	1	Side Left Hand	OCSD7218L	1
Top	OCTO3520	1	Top	OCTO4123	1	Top	OCTO4123	1	Top	OCTO4129	1
Bottom	CCBO3021	1	Bottom	CCBO3624	1	Bottom	CCBO3624	1	Bottom	CCBO3630	1
Shelves	CCCH3116	3	Shelves	CCCH3719	4	Shelves	CCCH3719	2	Shelves	CCSH3725	4
Shelf Clips	7000CLP	6	Shelf Clips	7000CLP	8	Shelf Clips	7000CLP	4	Shelf Clips	7000CLP	8
Door Right Hand	CCDO6115R	1	Door Right Hand	CCDO6718R	1	Door Right Hand	CCDO3718R	1	Door Right Hand	CCDO6718R	1
Door Left Hand	CCDO6115L	1	Door Left Hand	CCDO6718L	1	Door Left Hand	CCDO3718L	1	Door Left Hand	CCDO6718L	1
Door Rods	CCDR2900	2	Door Rods	CCDR3200	2	Door Rods	CCDR1200	2	Door Rods	CCDR3200	2
Screws (unslotted)	F102438S	12	Screws (unslotted)	F102438S	12	Screws (unslotted)	F102438S	12	Screws (unslotted)	F102438S	14
Nuts	F1024N	12	Nuts	F1024N	12	Nuts	F1024N	12	Nuts	F1024N	14
Handle	201L	1	Handle	201L	1	Handle	201L	1	Handle	201L	1

Should you have any comments or problems with the assembly of this unit please contact Edsal Manufacturing at (773) 475-3000 and request Customer Service, or on the internet at customerservice@edsal.com

Edsal Manufacturing has made every effort to assure that all units are complete and undamaged. However, should your unit have damage or missing parts, replacements can be obtained directly from Edsal Manufacturing at (773) 475-3000 and ask for Customer Service, or on the internet at customerservice@edsal.com

To obtain replacement parts please provide the following information :
- Model # - Part & Description - Location Purchased - Date Purchased

Edsal Manufacturing Company
4400 South Packers Avenue
Chicago, IL 60609
(773) 475-3000
www.edsal.com

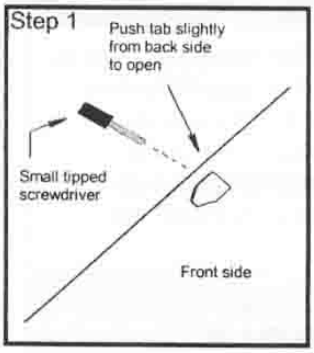
*** IMPORTANT *** PLEASE READ FIRST

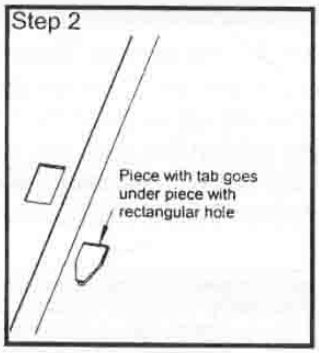
This instruction sheet was designed to help you assemble the unit in the proper way, please follow them using all parts and fasteners provided. Any alteration or deviation from the instruction sheet, can result in unit failure. If you have any assembly problems, please feel free to contact Edsal Manufacturing at (773) 475-3000 during the hours of 9:00 a.m. to 5:00 p.m. central standard time, and ask for customer service. We have people available to assist you if need be with any part of this assembly process.

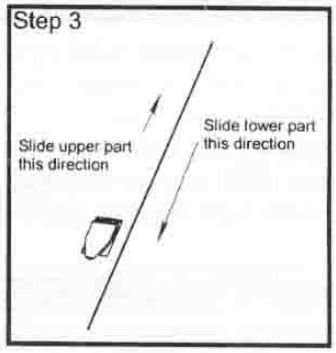
IT IS HIGHLY RECOMMENDED TO ASSEMBLE THIS UNIT AT EYE LEVEL, AND WITH THE HELP OF AN ADDITIONAL PERSON. The use of a RAISED surface such as a TABLE or DESK, will greatly EASE the ASSEMBLY PROCESS of the unit. Assembly attempted on a much lower surface such as the floor, is still possible but does make the assembly process longer and harder.

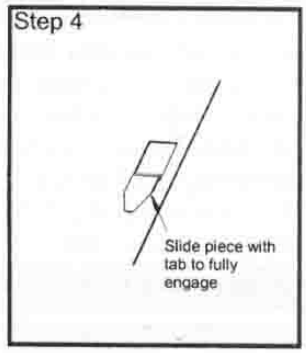
Getting Started: Steps 1,2,3, & 4

This unit uses tabs, screws and nuts to hold the parts together. Steps 1, 2, 3, and 4 illustrate the engagement process for the tabs. It is suggested that this same procedure be used throughout the assembly process. During shipping and handling of this product, some of the tabs may have closed together. Use a small tipped screwdriver to push the tabs from behind to open slightly (Step 1). Position the rectangular hole over the tab (Step 2). Slide the two parts together to fully engage (Steps 3 & 4). Have the required tools ready for assembly.





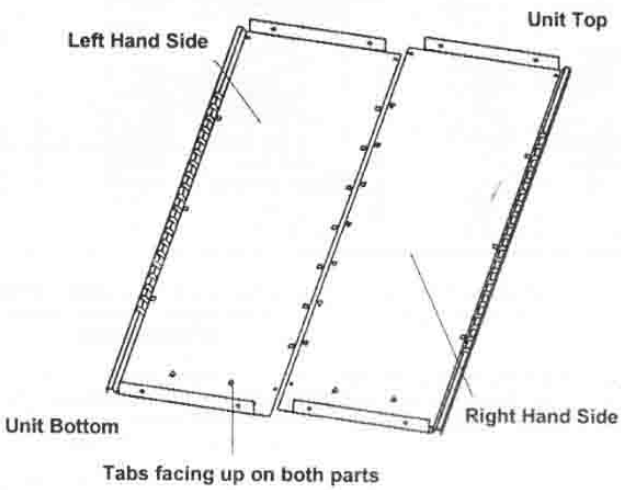




1 - Back Assembly

Place the left and right hand backs on a level working surface. Position the parts such that all the tabs are facing up. Place the part with the rectangular holes over the tabs. Making sure that the tabs ride onto the edge of the rectangular holes, slide the backs together. Check to make certain that all the tabs and rectangular holes have properly engaged and that the screw holes have properly aligned. Hint: Use your small tipped screwdriver to assist in aligning the holes if necessary.

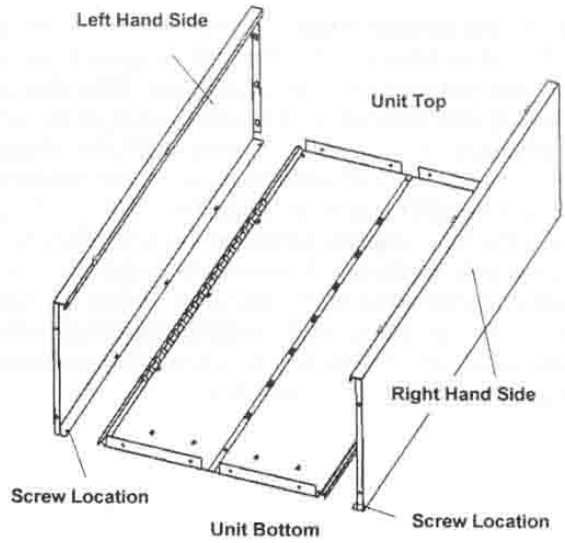
Figure 1 - Back Assembly



2 - Side Assembly

Attach the right hand side using the tabs and rectangular holes to the back assembly. As in Figure 1, slide the parts together making sure the tabs and rectangle holes engage properly and completely. Locate the aligned screw holes on the side and back toward the unit bottom. Using a # 10 - 24 screw and nut, fasten the right hand side to the back assembly. Hand tighten only. Repeat the same process for the left hand side.

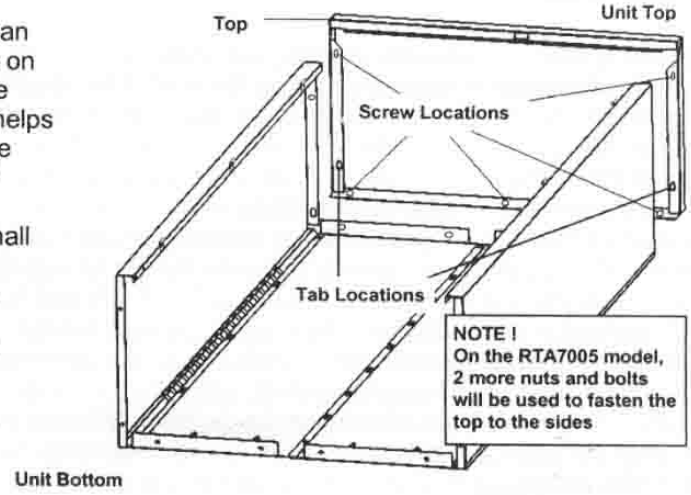
Figure 2 - Side Assembly



3 - Top Assembly

Now that the sides and backs are together, the top can be attached. Position the top so that the two (2) tabs on the top align with the two (2) rectangular holes on the left and right hand sides toward the unit top. Hint: It helps to slightly lift the back and side assembly and engage the top tabs one side at a time. Check to make sure the two (2) tabs and rectangular holes are engaged and the screw holes have aligned. Hint: Use your small tipped screwdriver to assist in aligning the holes if necessary. Using five (5) # 10 - 24 screws and nuts, attach the top to the back and side assembly. Hint: Again, it helps to slightly lift the back, side, and top assembly and fasten one screw at a time. Hand tighten only.

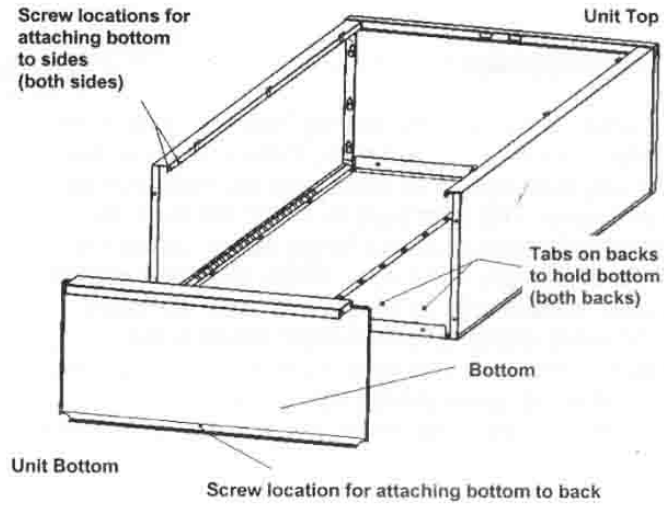
Figure 3 - Top Assembly


Top
Unit Top
Screw Locations
Tab Locations
NOTE !
On the RTA7005 model, 2 more nuts and bolts will be used to fasten the top to the sides
Unit Bottom

4 - Bottom Assembly

The back, side, and top assembly is ready for the bottom. Holding the bottom from the largest formed side (front), place the bottom into the inside of the back, side, and top assembly. The rear part of the bottom will slide down into four (4) tabs located in the backs. Once all the tabs have properly engaged, move the front of the bottom into position so that the four screw holes align with the sides. Hint: Again, use your small tipped screwdriver to assist in aligning the holes if necessary. Using four (4) of the # 10 - 24 screws and nuts, attach the bottom to the sides. Hand tighten only. With the front of the bottom fastened, use one (1) # 10 - 24 screw and nut, and attach the bottom to the back assembly using the center holes. Again, hand tighten only.

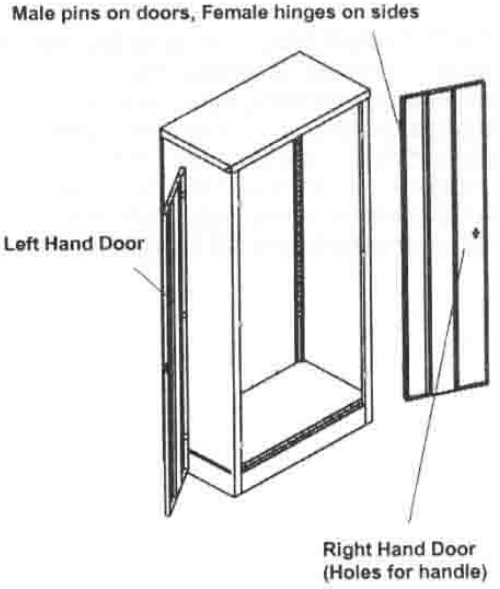
Figure 4 - Bottom Assembly


Screw locations for attaching bottom to sides (both sides)
Unit Top
Tabs on backs to hold bottom (both backs)
Bottom
Unit Bottom
Screw location for attaching bottom to back

5 - Door Assembly

With all the fasteners hand tightened and in place, check the unit for squareness. Once the unit is square, secure all the fasteners with the tools as suggested. Now that all the fasteners are secured and in place, upright the unit and hang the left hand and right hand doors. With the hinge pins pointed down, select the door with three (3) holes located in the center. This is the right hand door. Hold the right hand door slightly above their companion hinge on the unit. Slowly align the three (3) pins with the three (3) holes. Slide the door down into position. Repeat the same process for the left hand door. Hint: During shipping and handling, the hinge pins may close or come out of alignment. Using a small blade screwdriver, move the pins into their proper position.

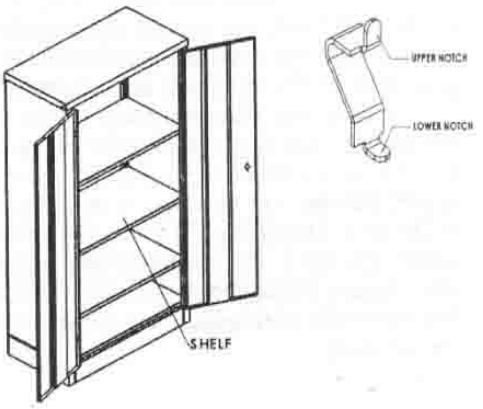
Figure 5 - Door Assembly



6 - Shelf Assembly

The unit is ready for shelves. Holding the shelf, notice that there are square and round cutouts on the part. The square cutouts will install to the back of the unit, the round to the front. Position the first shelf by selecting a set of square notches located inside the unit on the back left and right sides. A series of round holes are located on the inside of the left and right hand sides near the hinges. Using a shelf clip, insert the upper notch of the clip into a round hole opposite the set of selected square holes where the shelf is to be located. Push and "snap" the lower notch of the clip into place using the next lowest round hole. Repeat the shelf clip installation on the opposite corresponding side. To insert the shelf, place the end with square cutout to the rear of the unit. Angle the shelf such that the shelf will engage the square notched and lower onto the shelf clips. Repeat the process for all remaining shelves.

Figure 6 - Shelf Assembly



7 - Final Assembly

To complete the unit, the locking handle needs to be installed on the right hand door. Follow carefully the assembly instructions as written on the hardware bag. Helpful Hints: The door rods included will slide into a small plastic guides located in the doors. Install the handle to the right hand door. Then, place the cam in position. Slide the tip of the door rod into the lower plastic guide and position the door rod onto the pin located on the cam and hold in place. Install the other door rod in the upper plastic guide and position onto pin located on the cam. Install the remaining hardware.

Figure 7 - Final Assembly